

**VILLAGE OF SHOREWOOD HILLS POOL**  
**MEMBERSHIP POLICIES**

**I. GENERAL RULES & REGULATIONS:**

- A. **Single** memberships will be granted to persons 18 years of age or older.
- B. **Two-person family or domestic partnership** memberships shall consist of two persons meeting the criteria outlined in paragraph D. At least one applicant must be 18 years of age or older, and not a dependent.
- C. **Family or domestic partnership** memberships include the Primary Applicant and 1 or 2, and 3 and/or 4, as follows:
1. the spouse of, who claims legal residence with the Primary Applicant or
  2. an individual meeting the criteria specified in paragraph D, and
  3. all legal dependents of adult applicants under the age of 26, as of June 1<sup>st</sup>, who claim legal residence with the adult applicants, and/or
  4. all students residing with the Primary Applicant as part of an accredited student foreign exchange program.

**"Dependent"** means one who lives with adults and is: a) a biological child of an adult applicant; or b) a dependent as defined under Internal Revenue Service regulations; or c) a ward as determined in a guardianship proceeding; or d) a foster child. Other individuals living in the home, whether temporarily or permanently, may not be included in the membership of the Primary Applicant.

- D. A **domestic partnership** means two adults, and their dependents, which satisfy the following requirements:
1. They are in said relationship of mutual support, caring and commitment, and intend to remain in said relationship; and,
  2. They are not married or legally separated, and, if either has been party to an action or proceeding for divorce, or annulment, at least six months have elapsed since the date of the judgment terminating the marriage; and,
  3. Neither partner is currently registered in a domestic partnership with a different partner, and, if either partner has previously been registered in a domestic partnership, at least six months have elapsed since the effective date of termination of said registration; and,
  4. Both are competent to contract; and,
  5. They occupy the same dwelling as a single, non-profit, housekeeping unit, whose relationship is of permanent and distinct domestic character; and,

6. They are not in a relationship, which is merely temporary, social, political, commercial, or economic in nature.
7. "Mutual Support" means the partners contribute jointly to the maintenance and support of the domestic partnership throughout its existence.

- E. **Senior citizen** memberships are available to individuals 62 years of age or over as of June 1<sup>st</sup>. Senior citizen rates do not apply if there are children or other dependents (other than a spouse) on the membership.
- F. **Interim memberships** - a new Village resident or commercial property owner whose membership begins after the pool has opened will pay a prorated fee. All other property owners must pay the full membership fee upon application.
- G. **August memberships** - This membership fee shall reflect the period of August 1<sup>st</sup> through the season closing date. August memberships may not be made available to non-village residents if the pool membership is closed.
- H. The following **fee assessments** may be applied as appropriate:
1. Existing memberships received after April 21<sup>th</sup>: \$25.00
  2. New memberships received after June 15<sup>th</sup>: \$25.00
  3. Membership changes after memberships have been received and processed: \$25.00
  4. Membership refund prior to the opening day of the season: \$25.00  
**(Refunds are not available after the season has begun).**
  5. Replacement pool cards: \$5.00
- I. **Memberships and membership cards are not transferable.** Members who lend cards to another to gain entry and avoid guest fees shall lose membership privileges.
- J. The pool manager shall have the authority to approve prorating membership fees for existing pool members that are permanently moving away from the area. Requests should be submitted through the Village Hall, or through the pool web site.

**K.** Administrative staff, pool managers and pool staff are charged with enforcing pool rules and policies. Repeated or significant rule violations constitute grounds for membership suspension or cancellation. A manager's decision to suspend is effective immediately. A suspended or canceled membership may be appealed to the Pool Committee.

**L.** **The Shorewood Hills Pool may provide partial grants** to a limited number of memberships on an annual basis. Grants will provide reduced rate memberships, up to a 50% reduction.

Applications for grants will be available through the Village Hall and the pool web site and must be submitted to the Shorewood Hills Pool Committee on or before May 1. Funding for the grants will be provided for by an access fund maintained by the Shorewood Hills Pool, supported by voluntary contributions and fund raising activities. The Pool Committee will evaluate applications and distribute scholarships by the end of May. The Pool Committee will award available grants with preference for financial need, the expressed value of the pool to the applicant, and the applicant's ties to the Shorewood Hills Pool community. Awards will be limited based on the available dollars and membership availability.

**M.** Members **MUST ABIDE** by the 15 mph speed limit in the Pool parking area, Columbia Road, Purdue Street, and Swarthmore Court.

## **II. PASSES AND PARTIES – POOL MEMBERS (See current rate sheet for prices)**

**A.** **Guest passes** - may be obtained by Shorewood Hills Pool members. Passes are limited to fifteen (15) per membership prior to August 1<sup>st</sup>, and are sold in packs of five (5). After August 1st, additional guest passes may be purchased individually, in reasonable quantities. **Note:** If fifteen (15) passes are purchased at the time of initial membership purchase, the pool member will receive five (5) additional passes at no charge.

**B.** **Babysitter card** - is available for member's babysitter (babysitter must be 12 years of age and over). **There is a limit of at most one babysitter card per membership**, and there must be at least one child age 10 or younger on the membership. No exceptions to this policy will be made. In addition, the babysitter card is only valid when **accompanying** a child with a valid pool card.

**C.** **Private parties** - during specified pool hours and with approval of the pool manager, pool members may invite up to 20 non-member guests to the pool. Applications are available at the pool.

**D.** **Houseguest passes** - a Primary Applicant may purchase a pass for their houseguest(s) who legally reside outside of Dane County (proof of non-residence required). Individual and Family passes may be purchased on a daily or weekly basis. Passes may be obtained at the pool.

**E.** **Extended House Guest Pass** – A Primary Applicant may purchase a 30-day pass for their houseguest(s) who legally reside outside of Dane County (proof of non-residence required), and who are residing with the Primary Applicant. In addition to use of the pool, this pass will allow access to registration for participation in all pool programming (permanent members will be afforded first opportunity to register for these programs). Passes may be obtained at the pool through the pool manager.

**Note:** Houseguest passes do not include swimming or diving lessons or swim or dive team (except extended houseguest pass). Private or group lessons can be arranged with the pool manager for an additional fee (payable at the pool).

## **III. Membership Requests & Waiting List**

**A.** All returning membership requests, regardless of village residency, shall be granted provided membership materials and fees are returned by the April deadline indicated in membership welcome packets.

**B.** All membership requests received after the April renewal deadline are accepted on a first-come-first-served basis until the pool reaches its capacity. Returning membership requests are assessed a late fee after the April deadline and new membership requests are assessed a late fee after June 15<sup>th</sup>. Upon reaching pool capacity, all requests for pool membership, whether new or renewal, resident or non-resident, will be denied.

**C.** When/if the pool membership reaches its capacity, additional membership requests would be placed on a waitlist with the following parameters:

- After the pool membership is full, or after a given pool season is over, membership requests will be placed on a waitlist in the order that they are received. Within a given year, however, village resident requests will be placed ahead of non-resident requests providing residents preference for the following pool season.

**D.** When/if the pool reaches capacity for the season, village resident requests for August memberships shall continue to be granted.

**E.** **Leaves of Absence** - Membership, once established, is continuous until withdrawal. A member who wishes to discontinue membership for a single season may request a "Leave of Absence" in writing to the Pool Committee or the Village Hall by the deadline date for payment of fees for that season. Failure to request a one-year leave of absence or pay membership fees by the established deadline will constitute withdrawal from membership.

#### IV. RESIDENT NON-POOL MEMBERS

- A. Village residents who are not pool members may purchase **daily passes** for his/her own use, for a total of 10 days each season. Passes may be obtained from a manager at the pool.
- B. Village residents who are not pool members may purchase **daily houseguest passes** for their houseguest(s) who legally reside outside of Dane County (proof of non-residence required) and are staying in the resident's home. Passes may be obtained from a manager at the pool.
- C. Village residents who are not pool members MAY NOT purchase pool guest passes.

#### V. SHOREWOOD HILLS EMPLOYEES

- A. **Permanent Village employees** (0.5 FTE or greater) receive, at no charge, a pool membership, which may include the employee's spouse, partner and dependents. Part-time employees may purchase up to 10 guest passes if they have worked at least 100 hours between January 1 and Memorial Day. Part-time police officers may purchase the appropriate resident membership if they have worked at least 100 hours from the last pool opening to the upcoming pool opening.
- B. **Directors hired for Village summer programs** shall receive a single membership at no charge. The employee may purchase a family membership by paying the difference between the single resident membership fee and the applicable resident family membership. Family members must meet the requirements of Part I, Paragraph C.